

Form B-1 – Proposal Description

Screening Application FY 04 Public Health Improvement Grant

Name of Applicant: _____

Name of Project: _____

Provide the required information regarding the key components of the project in the spaces provided below. This portion of the Screening Application is limited to five (5) pages. Pages exceeding the limitation will not be considered. Applicants are encouraged to read the entire Request for Proposal regarding all guidelines and requirements for this section. Applicants must list the name of each section being described, but may remove the instructions (italics) if additional space is needed.

Project Summary – *The Project Summary will provide reviewers a picture of the proposed project and its intended outcomes. The applicant must answer each of the following questions in the space provided below. What public health issue/need will be addressed? What is the overall goal of the project? What are the pertinent demographic characteristics of the population to be served? Which Essential Public Health Services (EPHS) will be used to meet the goals of the project? What activities will the project encompass? How will the project address the specific goals of the part for which the applicant is applying?*

Performance Measures – *The proposed performance measures will demonstrate to the reviewers the level of work the applicant commits to and the degree of program monitoring and evaluation the applicant plans to perform. These may be adjusted as appropriate if applicant is invited to submit a full application. The applicant must answer the following questions. What performance measures will be used to determine if the objective(s) have been achieved? What are the timelines and deliverables that will be used to document progress toward meeting the objective(s)? How will the applicant collect and analyze data to determine the effectiveness of project activities and status toward meeting the project objective(s)? What standard will be used for evaluating project outcomes*

Collaboration - *This section will demonstrate to reviewers that the applicant has a plan to work with partners to avoid unnecessary duplication of services, maximize available resources and improve the community's ability to address the public health issue. The applicant must answer the following questions. What is the plan for contacting the public health entity responsible for providing public health services to the targeted population regarding project goals, objectives, and collaboration opportunities? What is the plan for contacting key policy makers, stakeholders and advocacy groups regarding project goals, objectives, and collaboration opportunities?*

Public Health Infrastructure – *This section will demonstrate to reviewers how the project will improve public health by strengthening the public health infrastructure. The applicant must answer the following question. How will the project increase the capacity of the target population or community to address the public health after the project has been completed?*

Justification for Continuation Funding- *This section should only be completed by FY 2002 Current Grantees who are eligible for an additional cycle of funding. Eligible applicants should describe how the project will add value to public health infrastructure by continuing to fund the project. The applicant must answer the following questions. What progress has been made toward meeting the goals and objectives of the currently awarded grant? If the applicant will not meet the proposed goals/objectives, what were the unforeseen barriers encountered, and how will they be addressed in this proposal? How will the proposed additional activities or services improve the findings/results of the project?*